

Battle Ground Town Council

Meeting Minutes, November 14, 2016

Attending: Steve Egly, Council President; Mike Bird, Greg Jones, James Miller, Greg Schroeder, Clerk
Treasurer Georgia Jones, Town Attorney Eric Burns, Street Supervisor Ron Holladay, Town Marshal Jerry Burk.

Guests: Bill Miller, Kay Miller, Kimi Rausch, Joanne Kuhn Titolo, Randy Strasser

Steve Egly opened the meeting at 7:00 p.m.

Randy Strasser represents VS Engineering, a local firm which desires to be a consultant for future projects.

Motion by Greg Schroeder to accept an on-call agreement, with second of James Miller. Motion carried, 5 Aye, 0 Nay.

Bill Miller updated the Council regarding the contested quarry zoning, which has been sent back to the Board of Zoning Appeals.

Department Reports

Police

There is an increase in the number of overdose calls in Battle Ground.

Radios in the cruisers do not need replaced, the models we own were updated by RA-COMM.

The department needs to replace a taser unit, Jerry will first see if the county prosecutor has diversion funds available for this item.

Motion by Mike Bird to approve purchase from police budget if necessary. Second of Greg Schroeder, motion carried. 5 Aye, 0 Nay.

Discussion of potential ordinance limiting curb parking at intersections, and agreement to research West Lafayette and other municipal parking ordinances. One area of concern is Flintlock at Musket Way.

The 32-foot aluminum flag pole at old West Lafayette City Hall was donated to Battle Ground if we wish to move it prior to building demolition.

Motion by Mike Bird to cover moving expense not to exceed \$500.00. Second of Greg Schroeder, motion carried. 5 Aye, 0 Nay.

Street

There are five applicants for the on-call snow plow assistant. New hires will be added to the driver roster for liability insurance.

Motion by Steve Egly to not require pre-employment drug testing. Second of James Miller, motion carried. 5 Aye, 0 Nay.

Motion by Greg Schroeder to update personnel policy for permission to send employees for drug screening if probable cause exists. Second of Greg Jones, motion carried. 5 Aye, 0 Nay.

Town Attorney

Old hotel- December 4 is the deadline set in the unsafe building hearing, for the structure to be removed. The security fence was repaired but is still ineffective controlling trespassing.

Wappo Court - The final damage waiver from one home owner is still needed. A copy of the waiver will be available at Town Hall in case the property owner comes in to complete the signatures. At this point it is unlikely the waiver will be secured.

Motion by Mike Bird to provide snow removal without the waiver, citing the inconvenience to other homeowners. Second of Steve Egly, motion carried. 5 Aye, 0 Nay.

Shawnee Ridge Homeowner Association does not accept the easement for access and care of the retention pond, prepared as part of the annexation process. They are responsible for costs to change the agreement documents. Transfer of "Outlot A" is accepted.

Winans right of way - The final court order was issued for North St project ROW on Winans at North. The timely settlement allows bid letting for North Street project to be moved up to January 2017.

Clerk-Treasurer

Motion by Greg Jones to approve minutes of October 3 and October 17, second of Mike Bird. Motion carried, 5 Aye, 0 Nay. Motion by Steve Egly to approve minutes of October 10 and November 3. Second of Greg Schroeder, motion carried. 5 Aye, 0 Nay.

Motion by Greg Schroeder to approve the docket of vouchers Oct 4 to Nov 14. Second of Mike Bird, motion carried. 5 Aye, 0 Nay.

Area Plan

Motion by Greg Jones to adopt Ordinance 2016-548 Amendment to the Unified Zoning Ordinance #87 affecting the Centennial Neighborhood in Lafayette. Second of Greg Schroeder, motion carried.

Current projects include redistricting Council election wards to balance representation after the annexation of Shawnee Ridge and negotiating with County Highway Department for management of CR600 N.

Communication Committee

Motion by Greg Schroeder to contract with Ben Bonsett for one more year of website hosting and webmaster services quoted \$500.00. Second of Mike Bird, motion carried. 5 Aye, 0 Nay.

Information regarding emergency contact services was discussed and more research is requested.

Personnel Committee

After months of assembling task data and reviewing job descriptions, the council is ready to consider modifying job descriptions for outside work. **Motion** by Greg Schroeder to approve Resolution 16-80 to update Town Supervisor and Town Labor position descriptions, replacing current job descriptions effective immediately. Second of Mike Bird. Discussion regarding change of duties, implementation date and status of current employees. Call for question, motion carried. 5 Aye, 0 Nay.

The full-time Town Labor position is eliminated and the employee is released immediately.

Motion by Steve Egly to continue pay for 2 weeks, plus pay out all accrued vacation. Second of Greg Jones, motion carried. 5 Aye, 0 Nay.

The posting for the part time position will be placed at the Post Office, at local business, and placed on Craig's List. **Motion** by James Miller to set a pay rate for 2016 at \$12.00 per hour, with potential to increase to \$13.00 following performance review at 60 days employment. Second of Greg Schroeder, motion carried. 5 Aye, 0 Nay.

Old Business

Shawnee Ridge HOA is requested to provide a copy of the insurance policy on playground equipment naming Town of Battle Ground as also insured, to be sent to the town's liability carrier as proof of insurance.



Consideration for adopting PayGOV for credit card payments is tabled.

Discussion of sump pump inspections process.

New Business

Changes to Employment Manual for 2017 include moving the current holidays for Primary and General Election to become personal days that can be scheduled any time. Discussion of salary ordinance to be adopted at the December 12 meeting.

Motion to adjourn, 9:50 p.m. by James Miller.


Georgia Jones, Clerk Treasurer
Steve Egly, Council President